

Application for Technical Audit of Drainage / Water Supply Connection Works

Carried Out by a Member of the Public

市民進行渠務接駁 / 供水接駁工程技術審核申請書To the Officer(s) concerned,
致有關部門人員

I / We, the undersigned, request you to carry out a technical audit to the following works ("the works") in connection with the premises specified below:

本人／我們(下開署名者)請你們進行下列與所述樓宇有關的工程(以下簡稱“工程”)技術審核:

(1) # ☐ DSD – Drainage connection 渠務署 – 渠務接駁

Proposed earliest commencement date for the works is 擬最早施工日期為: _____.

A crossed cheque payable to "The Government of the Hong Kong SAR" no. _____ for HK\$ _____ being the cost of the technical audit involved including all fees, labour, materials and departmental overhead charges for this application is attached.

現附上劃線支票，抬頭人為“香港特別行政區政府”，號碼: _____ 金額為港元 \$ _____，作為支付所涉及技術審核的開支，包括所有費用、人工、物料及部門間接成本。

☐ Prefer future communication through email (if applicable) 希望以電郵作往後通訊(如適用)

Email address for communication is 用作通訊的電郵地址為: _____

(2) # ☐ WSD – Water supply connection 水務署 – 供水接駁

Proposed earliest commencement date for the works is 擬最早施工日期為: _____.

I agree to pay to the Government of the Hong Kong Special Administrative Region ("the Government") the cost of the technical audit involved including all fees, labour, materials and departmental overhead charges within 14 days of the presentation a Demand Note to be rendered by you.

本人同意在接獲由你們所發出的繳費通知書 14 天內，向香港特別行政區政府(以下簡稱“政府”)支付所涉及技術審核的開支，包括所有費用、人工、物料及部門間接成本。

I also agree that the Government shall not in any circumstances be held liable for any delay howsoever arising in carrying out and completing the technical audit.

本人亦同意在任何情況下，不論技術審核的展開或完成出現任何阻延，政府均無須負上法律責任。

Tick in the box only if applicable 只須在適用空格內劃上✓號

Particulars of the Development 物業詳情

| | | | | | | | | | | | | | | | | | | | | | | | | | |
|---------|---|--|--|--|--|-------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Lot No. | : | | | | | | | | | | | | | | | | | | | | | | | | |
| 地段編號 | : | | | | | | | | | | | | | | | | | | | | | | | | |
| Address | : | | | | | | | | | | | | | | | | | | | | | | | | |
| 地址 | : | | | | | | | | | | | | | | | | | | | | | | | | |
| | | Name of building/Demarcation/District number 大廈名稱/地區編號 | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | Number and name of street/Estate 門牌號數及街道名稱/屋邨 | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | Block 座 | | | | District 地區 | | | | | | | | | | | | | | | | | | | |

* H.K.香港
Kln.九龍
N.T.新界

Owner/Developer 業主/發展商

| | | | |
|----------------------------|-------------|------|-----------|
| Name | : (English) | *Mr. | |
| 姓名/公司名稱 | (英文) | Ms. | |
| | (Chinese) | *先生 | Tel. No.: |
| | (中文) | 女士 | 電話號碼: |
| *H.K. Identity Card No./ | | | |
| Business Registration No.: | | | Fax No.: |
| 香港身分證/公司註冊號碼: | | | 傳真號碼: |

| | | | | | |
|---------|---|---|---|---|------------------------------------|
| Address | : | <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto;"></div> | <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto;"></div> | <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto;"></div> | |
| 地址 | | Flat/Room 室 | Block 座 | Floor 樓 | Name of Building 大廈名稱 ³ |
| | | | | | |
| | | | | | |
| | | Number and name of street, Estate and District 門牌號數、街道名稱、屋邨及地區 | | | |

Signature/chop 簽署/蓋章 : _____

Authorised Person (if different from the above owner/developer) 認可人士 (如不同於上述業主/發展商)

Name : (English) *Mr.
 姓名/公司名稱 (英文) Ms.
 (Chinese) *先生 Tel. No.:
 (中文) 女士 電話號碼 :
 *H.K. Identity Card No./
 Business Registration No.: Fax No.:
 香港身分證/公司註冊號碼 : 傳真號碼 :

Address :

| | | | | | | | | | | | | | | |
|-----------|---|-------|---|-------|---|------------------|--|--|--|--|--|--|-------------------|--|
| Flat/Room | 室 | Block | 座 | Floor | 樓 | Name of Building | | | | | | | 大廈名稱 ³ | |
| | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |

* H.K.香港
Kln.九龍
N.T.新界

Number and name of street, Estate and District 門牌號數、街道名稱、屋邨及地區

For Drainage Connection 渠務接駁

Contractor 承建商

| | | | |
|----------------------------|-------------|--|-----------|
| Name | : (English) | | |
| 公司名稱 | (英文) | | |
| | (Chinese) | | Tel. No.: |
| | (中文) | | 電話號碼: |
| Business Registration No.: | | | Fax No.: |
| 公司註冊號碼: | | | 傳真號碼: |

| Drainage Connections Schedule 渠務接駁表 | No. & size 數量及口徑大小 | Approximate date for works commencement on site 地盤開始施工的大概日期 | Approximate date for works being ready for inspection 工程可供檢視的大概日期 |
|--|-----------------------|---|---|
| (a) Foul sewer connections 污水渠接駁 | | | |
| (b) Storm water drain connections 雨水渠接駁 | | | |

Plans showing the works are attached. Plans have been approved by the Building Authority as follows:

隨表夾附工程圖則。已獲建築事務監督批准的圖則如下：

| Site Formation 地盤平整 | | Building 樓宇 | | Drainage 渠務 | |
|------------------------|------------|------------------|------------|------------------|------------|
| BD Ref. 屋宇署檔號 | Date 日期 | BD Ref. 屋宇署檔號 | Date 日期 | BD Ref. 屋宇署檔號 | Date 日期 |
| | | | | | |

For Water Supply Connection 供水接駁

Contractor 承建商

Name : (English)

公司名稱 (英文)

(Chinese)

(中文)

Tel. No.:

電話號碼:

Business Registration No.:

Fax No.:

公司註冊號碼:

傳真號碼:

Please ensure that the following documents have been attached herewith and tick in the corresponding box below:

請確保已夾附相關文件無誤，並在以下空格內劃上✓號：

- (1) ☐ Plans showing the alignment of proposed connection main 建議喉管接駁的圖則
- (2) ☐ Inside/fire services works proposal 內部/消防供水系統施工建議書
- (3) ☐ Completed form WWO542 填妥的 WWO542 表格

| For official use only 本欄由署方填寫 | | (1) DSD 渠務署 | (2) WSD 水務署 |
|--|---|---|-------------|
| Date of receiving application 收件日期 | | | |
| File ref./WSD consumer account no. 檔案編號/水務署用戶編號 | | | |
| Demand note (D/N) no. 繳款通知書編號 | | | |
| Estimated cost (\$) 估計費用(元) | | N.A. 不適用 | |
| Date of issuing D/N 發單日期 | | | |
| Date of settling D/N 繳款日期 | | N.A. 不適用 | |
| Initial inspection 初步檢視 | Date 日期 Inspector's name & signature 檢視人員姓名及簽署 | | |
| Additional inspections, if any 其他檢視(如有) | Date 日期 Inspector's name & signature 檢視人員姓名及簽署 | | |
| Inside/fire services work inspection (WSD) 內部/消防供水系統檢視(水務署) | | Date 日期 | |
| | | Inspector's name & signature 檢視人員姓名及簽署 | |
| Date of water pipe testing (WSD) 供水喉管測試(水務署) | | Date 日期 | |
| | | Inspector's name & signature 檢視人員姓名及簽署 | |
| Handover inspection 移交檢視 | Date 日期 Inspector's name & signature 檢視人員姓名及簽署 | | |
| Date of submission of: 文件遞交日期: | Testing certificates for materials and workmanship 物料及造工檢查證書 | | |
| | As-built drawing 竣工圖則 | | |
| Engineer's checking 工程師審閱 | Name, signature & date 姓名、簽署及日期 | | |

Notes 註：

1. This application form shall be read in conjunction with the “Practitioner’s Guidelines”, available for downloading from the Works Bureau’s web-site, for other relevant details (in particular the requirements for suitable contractors to be employed by the applicant in different work items). Any non-compliance may lead to longer processing time due to clarification.
填寫本申請表格時，須一併參照環境運輸及工務局網站上的“業內執業人士指引”所提供之相關資料(尤以是申請人如擬聘請不同工種的承建商，則必須符合有關規定)。如有不符規定之處，則或須要求申請人澄清，有可能引致延誤處理申請。
2. Duplications of the completed application form shall be submitted to respective departments separately for corresponding work items included in the form to request for the related audit(s).
填妥後的申請表格，須以同一式樣，因應表格內個別工程項目的技術審核申請而分別遞交相關部門。
3. This application form shall be signed by the owner/developer of the lot or building.
本申請表格必須由有關地段或樓宇的業主或發展商簽署。
4. Plans (to a scale of 1:500 or larger) attached to this application should show details of the works with all relevant levels reduced to Principal Datum.
夾附於本表格的圖則(按 1:500 或更大的比例)應顯示全部工程細則，所有平水須按主水平基準顯示。
5. For drainage connection works, this application form shall be submitted after approval of the drainage connection plans, if any, by the Drainage Services Department, and ready for the technical audit within 14 days upon the receipt of this form by Drainage Services Department.
如屬渠務接駁工程，渠務接駁圖則(如有的話)必須先行獲得渠務署批准。在呈交本申請表時，渠務接駁工程應已準備妥當，好讓渠務署在收到本申請表後的 14 天內進行技術審核。
6. For drainage connection works, the concerned Chief Engineer will notify the following parties should the drainage connections be considered satisfactorily completed:
渠務接駁工程經審核認為妥善完工，渠務署的有關總工程師會通知：

| | | |
|--|---------|--|
| The Building Authority, with a copy to the AP 建築事務監督，並將副本抄送認可人士 | if 如 | Development is under the control of the Buildings Ordinance 該發展是受《建築物條例》的管制 |
| The owner/developer 業主/發展商 | if 如 | Development is NOT under the control of the Buildings Ordinance 該發展不受《建築物條例》的管制 |
7. ³ For drainage connection works, the applicant understands that receipt of cheque payments by the Government does not imply the application being in order. Technical audit will only be carried out upon settlement of payments.
如屬渠務接駁工程，申請人明白政府收取其支票，並不意味其申請並無問題。署方只會在收妥付款後才進行技術審核。
8. The application for water supply connection should be submitted at least 3 months before the date for making tee connection by WSD.
供水接駁的申請，須在水務署進行三叉接駁日期之前至少三個月呈交。
9. The Authorized Person (AP) or owner/developer shall inform the corresponding Chief Engineer if the date of commencement of works or the date when the works are ready for inspection has changed.
如施工日期或可供檢查日期有所更改，認可人士、業主或發展商必須通知相關總工程師。
10. A 12-month defects liability period will commence upon satisfactory hand-over of the works to concerned department(s). Any defects found during this period shall be rectified by the AP, owner or developer to the satisfaction of the concerned department(s).
工程經妥善移交有關部門後，保養期隨即生效，為期 12 個月。在這段期間若發現任何錯漏欠妥之處，認可人士、業主或發展商必須維修妥當，至有關部門滿意為止。
11. Any personal information provided in this form will be used solely for purposes relating to the works or the technical audit. It may be disclosed to other government departments or agencies for the same purposes.
本表格所提供的任何個人資料只會用作有關工程或技術審核用途。這些資料可能會交予其他政府部門或機構作同樣用途。
12. Please observe the Personal Data (Privacy) Ordinance for furnishing any personal information about concerned personnel in the application form.
申請人就申請表提供有關人士的個人資料時，請注意《個人資料(私隱)條例》的相關條文。